

Center For Human Services Facilities Construction and Move Plan 2-12-15																
ID	%	Task Name	Duration	Start	Finish	Predecessors	Resource Names	4th Quarter			1st Quarter			2nd Quarter		
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	53%	Facilities Initiative 7-16-14 Version	461 days?	Fri 12/20/13	Fri 9/25/15											
2	100%	Project Initiation	31 days	Fri 12/20/13	Fri 1/31/14											
10	76%	Engagement	350 days?	Mon 2/3/14	Fri 6/5/15											
11	100%	Preparations & Planning	30 days	Mon 2/3/14	Fri 3/14/14											
25	100%	Site Selection	105 days	Mon 2/3/14	Fri 6/27/14											
45	100%	Site Design Assume BriggsCott	115 days	Mon 3/17/14	Fri 8/22/14											
55	100%	Contractor RFP Completion	49 days	Tue 8/5/14	Fri 10/10/14											
63	44%	Construction Build Out	175 days?	Mon 10/6/14	Fri 6/5/15											
64	100%	Site Walk Through	5 days	Mon 10/6/14	Fri 10/10/14	61	JC,ARC,GC,PM,CD,KU	JC,ARC,GC,PM,CD,KU								
65	100%	Construction Drawings	25 days	Mon 10/6/14	Fri 11/7/14											
70	100%	Construction Schedule Planning	15 days?	Mon 10/6/14	Fri 10/24/14											
74	100%	Permits	44 days	Mon 11/17/14	Thu 1/15/15		GC	GC								
75	23%	Contractor Build Out	101 days	Fri 1/16/15	Fri 6/5/15											
76	100%	Fire Sprinklers - Rough	3 days	Fri 1/16/15	Tue 1/20/15	74										
77	100%	Layout & Saw Cut Concrete	2 days	Fri 1/16/15	Mon 1/19/15	74										
78	64%	Elevator Pit & Hoistway	27 days	Tue 1/20/15	Wed 2/25/15											
79	100%	Excavate pit	1 day	Tue 1/20/15	Tue 1/20/15	77										
80	100%	Rebar	2 days	Wed 1/21/15	Thu 1/22/15	79										
81	100%	Insp	1 day	Fri 1/23/15	Fri 1/23/15	80										
82	100%	1st Pour	5 days	Mon 1/26/15	Fri 1/30/15	81										
83	0%	2nd Pour	1 day	Mon 2/2/15	Mon 2/2/15	82										
84	0%	Hoistway	4 days	Fri 2/20/15	Wed 2/25/15	98										
85	100%	Rough Plumb	14 days	Tue 1/20/15	Fri 2/6/15											
86	100%	Trench	2 days	Tue 1/20/15	Wed 1/21/15	77										
87	100%	Waste Plumbing	3 days	Thu 1/22/15	Mon 1/26/15	86										
88	100%	Test	1 day	Tue 1/27/15	Tue 1/27/15	87										
89	100%	Insp	1 day	Wed 1/28/15	Wed 1/28/15	88										
90	100%	Backfill & Compact	2 days	Thu 1/29/15	Fri 1/30/15	89										
91	100%	Concrete in-fill	5 days	Mon 2/2/15	Fri 2/6/15	90										
92	65%	2nd Floor Structural	17 days	Fri 1/23/15	Mon 2/16/15											
93	100%	Excavate Footing	1 day	Fri 1/23/15	Fri 1/23/15	80										
94	100%	Rebar/Reinf	1 day	Mon 2/2/15	Mon 2/2/15	82										
95	100%	Insp	1 day	Tue 2/3/15	Tue 2/3/15	94										
96	95%	Concrete in-fill	5 days	Wed 2/4/15	Tue 2/10/15	95										
97	0%	Framing	4 days	Wed 2/11/15	Mon 2/16/15	96										
98	10%	1st Floor Framing	25 days	Fri 1/16/15	Thu 2/19/15	74										
99	15%	Rough Elec	25 days	Fri 1/16/15	Thu 2/19/15	74										
100	100%	Rough Grind Concrete	2 days	Mon 1/19/15	Tue 1/20/15											
101	0%	Top-Out Plumb	8 days	Tue 2/10/15	Thu 2/19/15											
102	84%	Mechanical	23 days	Mon 1/19/15	Wed 2/18/15											
103	100%	Curb Framing	4 days	Mon 1/19/15	Thu 1/22/15											
104	100%	Curb Install	1 day	Fri 1/23/15	Fri 1/23/15	103										
105	0%	Equipment Set	1 day	Mon 1/26/15	Mon 1/26/15	104										
106	85%	Rough-in	10 days	Thu 2/5/15	Wed 2/18/15											
107	0%	Frame Insp	1 day	Fri 2/20/15	Fri 2/20/15	99										
108	0%	Drywall	24 days	Mon 2/23/15	Thu 3/26/15											
109	0%	Hang 1st Side	4 days	Mon 2/23/15	Thu 2/26/15	107										
110	0%	Insulation	2 days	Fri 2/27/15	Mon 3/2/15	109										
111	0%	Insp	1 day	Tue 3/3/15	Tue 3/3/15	110										
112	0%	Hang 2nd Side	4 days	Wed 3/4/15	Mon 3/9/15	111										
113	0%	Insp	1 day	Tue 3/10/15	Tue 3/10/15	112										
114	0%	Tape	3 days	Wed 3/11/15	Fri 3/13/15	113										
115	0%	Top	3 days	Mon 3/16/15	Wed 3/18/15	114										
116	0%	Skim	3 days	Thu 3/19/15	Mon 3/23/15	115										
117	0%	Texture	3 days	Tue 3/24/15	Thu 3/26/15	116										

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ID		% omplet	Task Name	Duration	Start	Finish	Predec	Resource Names	4th Quarter			1st Quarter			2nd Quarter		
									Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
118		0%	Elevator Installation	20 days	Fri 3/27/15	Thu 4/23/15	117										
119		0%	T-Bar Grid	5 days	Fri 3/27/15	Thu 4/2/15	117										
120		0%	Paint	5 days	Fri 4/3/15	Thu 4/9/15	119										
121		0%	Polish Concrete	8 days	Fri 4/10/15	Tue 4/21/15	120										
122		0%	Tile	8 days	Wed 4/22/15	Fri 5/1/15	121										
123		0%	Finish Elec	12 days	Wed 4/22/15	Thu 5/7/15	121										
124		0%	Finish Plumb	4 days	Mon 5/4/15	Thu 5/7/15	122										
125		0%	Finish Mechanical	5 days	Mon 5/4/15	Fri 5/8/15	122										
126		0%	Door Install	4 days	Mon 5/4/15	Thu 5/7/15	122										
127		0%	Windows/Glass	3 days	Mon 5/11/15	Wed 5/13/15	125										
128		0%	Fire Sprinklers - Finish	2 days	Mon 5/4/15	Tue 5/5/15	122										
129		0%	T-Bar Tile	3 days	Wed 5/6/15	Fri 5/8/15	128										
130		0%	Cabinets/Countertops	5 days	Mon 5/11/15	Fri 5/15/15	129										
131		0%	Carpet Flooring	5 days	Mon 5/18/15	Fri 5/22/15	130										
132		0%	Punch List	5 days	Mon 5/25/15	Fri 5/29/15	131										
133		0%	Final Inspections	5 days	Mon 6/1/15	Fri 6/5/15	132										
134		43%	Move Preparations	200 days	Mon 9/15/14	Fri 6/19/15											
135	✓	100%	General Office Prep	45 days	Mon 9/15/14	Fri 11/14/14											
141		38%	Physical Move Prep	80 days	Mon 10/13/14	Fri 1/30/15											
142	✓	100%	Kick Off Meeting	5 days	Mon 10/13/14	Fri 10/17/14	62	MF,SX,CD,KU,Leads									
143	✓	100%	Determine Equipment Requirements	5 days	Mon 10/20/14	Fri 10/24/14	142	SX,Leads,CD,KU									
144	✓	100%	Finalize Equipment Configuration	15 days	Mon 10/27/14	Fri 11/14/14	143	VDR									
145		50%	Vendor Equipment Quote	5 days	Mon 11/17/14	Fri 11/21/14	144	SX,BDG,MF,CD,KU									
146		50%	Review Vendor Equipment Quote	5 days	Mon 11/24/14	Fri 11/28/14	145	SX,KU,IT									
147		0%	Order New Equipment	5 days	Mon 12/1/14	Fri 12/5/14	146										
148		0%	Receive, Inventory and Hold New Equipment	30 days	Mon 12/8/14	Fri 1/16/15	147	SX,KU,IT									
149		0%	Vendor Set Up Cubicles	10 days	Mon 1/19/15	Fri 1/30/15	148	VDR,SX									
150		0%	Movers	36 days	Fri 4/3/15	Fri 5/22/15											
151		0%	Determine Mover / Transportation Requirements	6 days	Fri 4/3/15	Fri 4/10/15	119	SX,JC,KU,CD									
152		0%	Develop Move and Logistics Plan	30 days	Mon 4/13/15	Fri 5/22/15	151	SX,JC,MVR									
153		0%	Cards, Letterhead, Emails	56 days	Fri 4/3/15	Fri 6/19/15											
154		0%	Determine Preprinted Letterhead Docs to modify	10 days	Fri 4/3/15	Thu 4/16/15	119	SX,DT,KU									
155		0%	Determine Business Card Order	10 days	Fri 4/3/15	Thu 4/16/15	119	SX,DT,KU,Leads									
156		0%	Validate Proofs of Letterhead and Docs	10 days	Fri 4/17/15	Thu 4/30/15	155	SX,DT,KU									
157		0%	Validate Business Card Information By EE	10 days	Fri 4/17/15	Thu 4/30/15	155	SX,DT,KU,Leads									
158		0%	Devvelop and approve email signature policy	10 days	Fri 4/17/15	Thu 4/30/15	155	SX,DT,KU,Leads									
159		0%	Finalize Budget	5 days	Fri 5/1/15	Thu 5/7/15	158	SX,DT,KU									
160		0%	Place Order	5 days	Fri 5/8/15	Thu 5/14/15	159	SX,DT									
161		0%	Receive Order	15 days	Fri 5/15/15	Thu 6/4/15	160	SX,DT									
162		0%	Issue new materials	1 day	Mon 6/15/15	Mon 6/15/15	217	SX,DT,KU,Leads									
163		0%	Change Email Signatures	1 day	Mon 6/15/15	Mon 6/15/15	217	SX,DT,KU,Leads									
164		0%	Validate all changes	2 days	Mon 6/15/15	Tue 6/16/15	217	SX,DT,KU,Leads									
165		0%	Clost out	3 days	Wed 6/17/15	Fri 6/19/15	164										
166		59%	External Communications	75 days	Mon 11/3/14	Fri 2/13/15											
167	✓	100%	Develop Message, Goals, Objectives	5 days	Mon 11/3/14	Fri 11/7/14		KT,SX,CD,KU									
168	✓	100%	Develop Audience List and Calendar	5 days	Mon 11/3/14	Fri 11/7/14		KT,SX,CD,KU									
169	✓	100%	Finalize Client Message and Plan	15 days	Mon 11/10/14	Fri 11/28/14	168	KT,SX,CD,KU									
170	✓	100%	Finalize Partner Message and Plan	10 days	Mon 12/1/14	Fri 12/12/14	169	KT,SX,CD,KU									
171	✓	100%	Finalize Vendor Message and Plan	10 days	Mon 12/1/14	Fri 12/12/14	169	KT,SX,CD,KU									
172	✓	100%	Finalize Press Release	20 days	Mon 12/15/14	Fri 1/9/15	171	KT,SX,CD,KU									
173		0%	Execute Communications Plans	45 days	Mon 12/15/14	Fri 2/13/15	171	KT									
174		50%	External Signage	85 days	Mon 10/13/14	Fri 2/6/15											
175	✓	100%	Validate Building / Zoning Requirements	15 days	Mon 10/13/14	Fri 10/31/14	64	SX,KT,CD,BDG									
176	✓	100%	Validate location and configuration	10 days	Mon 11/3/14	Fri 11/14/14	175	SX,KT,CD,BDG									
177	✓	100%	Establish Requirements (Client and Partner Involved)	10 days	Mon 11/3/14	Fri 11/14/14	175	SX,KT									

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									Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
178	✓	100%	Validate content and image	10 days	Mon 11/17/14	Fri 11/28/14	177	SX,KT,CD			SX,KT,CD						
179	✓	100%	Board Approve	5 days	Mon 11/3/14	Fri 11/7/14	175	SX,KT		SX,KT							
180	✓	100%	Develop RFP and Issue	5 days	Mon 11/10/14	Fri 11/14/14	179	SX,KT		SX,KT							
181		25%	Vendor Response	10 days	Mon 11/17/14	Fri 11/28/14	180	VDR			VDR						
182		0%	Review Response and Decide	5 days	Mon 12/1/14	Fri 12/5/14	181	SX,KT,CD,BDG			SX,KT,CD,BDG						
183		0%	Sign Contracts	5 days	Mon 12/8/14	Fri 12/12/14	182	CD,KU			CD,KU						
184		0%	Design Build Signage	35 days	Mon 12/15/14	Fri 1/30/15	183	CDR,KT				CDR,KT					
185		0%	Mount Signage	5 days	Mon 2/2/15	Fri 2/6/15	184	VDR					VDR				
186		30%	IT TelCom Prep	50 days	Mon 10/20/14	Fri 12/26/14											
187		50%	Determine Equipment Supply Purchase Requirements	30 days	Mon 10/20/14	Fri 11/28/14		JC,GL,KU,CD,PM		JC,GL,KU,CD,PM							
188		0%	Order New Equipment	5 days	Mon 12/1/14	Fri 12/5/14	187	GL,GL			GL,GL						
189		0%	Receive, Inventory and Hold New Equipment	15 days	Mon 12/8/14	Fri 12/26/14	188	GL			GL						
190		0%	Parking Planning	85 days	Mon 10/20/14	Fri 2/13/15											
191		0%	Validate available parking	5 days	Mon 10/20/14	Fri 10/24/14	142	SX,DT,KU		SX,DT,KU							
192		0%	Establish parking policy	5 days	Mon 10/20/14	Fri 10/24/14	142	SX,DT,KU,CD		SX,DT,KU,CD							
193		0%	Assign appropriate parking slots	10 days	Mon 10/27/14	Fri 11/7/14	192	SX,DT,KU,CD		SX,DT,KU,CD							
194		0%	Communicate parking policy internal	10 days	Mon 10/27/14	Fri 11/7/14	192	SX,DT,KU		SX,DT,KU							
195		0%	Identify spaces that need striping / marking	5 days	Mon 10/27/14	Fri 10/31/14	192	SX,DT,KU		SX,DT,KU							
196		0%	Issue RFP for striping / marking	10 days	Mon 11/3/14	Fri 11/14/14	195	SX,DT,KU		SX,DT,KU							
197		0%	Receive and evaluate responses	10 days	Mon 11/17/14	Fri 11/28/14	196	SX,DT,KU,VDR		SX,DT,KU,VDR							
198		0%	Select provider	10 days	Mon 11/17/14	Fri 11/28/14	196	SX,DT,KU,CD		SX,DT,KU,CD							
199		0%	Mark Spaces	10 days	Mon 2/2/15	Fri 2/13/15	184	VDR					VDR				
200	✓	100%	Board Association Planning	90 days	Mon 10/13/14	Fri 2/13/15											
206		50%	Vendor Partner Planning	100 days	Mon 10/20/14	Fri 3/6/15											
207	✓	100%	Establish partner list	5 days	Mon 10/20/14	Fri 10/24/14	142	KT,SX,CW		KT,SX,CW							
208	✓	100%	Calrify Overarching Message	15 days	Mon 10/27/14	Fri 11/14/14	207	SX,KT,CW		SX,KT,CW							
209	✓	100%	Clarify Vendor Specific Messages	30 days	Mon 11/17/14	Fri 12/26/14	208	SX,CW,KT			SX,CW,KT						
210		0%	Determine Vendor Specific Communication Approach	10 days	Mon 12/29/14	Fri 1/9/15	209	SX,CW,KT				SX,CW,KT					
211		0%	Execute Vendor Communications Plan	35 days	Mon 1/12/15	Fri 2/27/15	210	SX,CW,KT					SX,CW,KT				
212		0%	Validate All Communications Succesful	5 days	Mon 3/2/15	Fri 3/6/15	211	SX,CW,KT						SX,CW,KT			
213		0%	Move Execution	10 days	Mon 6/8/15	Fri 6/19/15											
214		0%	Pack and Prep Existing Location	4 days	Mon 6/8/15	Thu 6/11/15	133	SX,Leads									SX,Lea
215		0%	Prep and Plan IT	4 days	Mon 6/8/15	Thu 6/11/15	133	SX,GL									SX,GL
216		0%	New Facility Orientation	4 days	Mon 6/8/15	Thu 6/11/15	133	SX,GL,MF									SX,GL,
217		0%	Physical Move	1 day	Fri 6/12/15	Fri 6/12/15	216	SX,MVR,Leads									SX,MV
218		0%	User IT Testing and Sign Off	3 days	Mon 6/15/15	Wed 6/17/15	217	SX,GL,Leads									SX,G
219		0%	User Unpack and Configure Work Space	3 days	Mon 6/15/15	Wed 6/17/15	217	Users,Leads									User
220		0%	Office Move Staff Status Meeting	1 day	Thu 6/18/15	Thu 6/18/15	219	JC,GL,KU,CD,PM									JC,
221		0%	User Acceptance	1 day	Thu 6/18/15	Thu 6/18/15	219	JC,GL,KU,CD,PM									JC,
222		0%	Move Complete	1 day	Fri 6/19/15	Fri 6/19/15	221	JC,GL,KU,CD,PM									JC,
223		0%	Old Building Close Out	50 days	Mon 6/22/15	Fri 8/28/15											
224		0%	Physical Plant Inspection	5 days	Mon 6/22/15	Fri 6/26/15	222	SX,DT,KU,Leads									
225		0%	Develop Clean Up Punch List by Department / Function	5 days	Mon 6/22/15	Fri 6/26/15	222	SX,DT,KU,Leads									
226		0%	Execute Clean Up Plunch List	5 days	Mon 6/29/15	Fri 7/3/15	225	SX,DT,Leads									
227		0%	Utilities Turned Off	5 days	Mon 7/6/15	Fri 7/10/15	226	SX,DT,KU									
228		0%	Owner Walk Through Keys Returned	5 days	Mon 7/6/15	Fri 7/10/15	226	SX,DT,KU									
229		0%	Ensure All Contracts Related to Old Facility are terminated	20 days	Mon 6/22/15	Fri 7/17/15	222	KU,CW									
230		0%	Final Due Paid and Closed Out	35 days	Mon 7/13/15	Fri 8/28/15	228	KU,CW									
231		0%	Host Celebration Party and Open House	25 days	Mon 6/22/15	Fri 7/24/15											
232		0%	Develop Party Plan	7.5 days	Mon 6/22/15	Wed 7/1/15	222	KT,SX,CD,BDG									
233		0%	Develop Attendee List and Invitations	10 days	Mon 6/22/15	Fri 7/3/15	222	SX,KT,CD,BDG									
234		0%	Send Invitations and Track RSVP	5 days	Mon 7/6/15	Fri 7/10/15	233	Staff									
235		0%	Order Stuff	5 days	Mon 7/13/15	Fri 7/17/15	234	Staff									
236		0%	Hold the Party	5 days	Mon 7/20/15	Fri 7/24/15	235	All									
237		0%	Project Close Out	70 days	Mon 6/22/15	Fri 9/25/15											

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ID	i	%	Task Name	Duration	Start	Finish	Predec	Resource Names	4th Quarter			1st Quarter			2nd Quarter		
									Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
238		0%	Meeting Prep	25 days	Mon 6/22/15	Fri 7/24/15											
239		0%	Review Contracts and Agreements	20 days	Mon 6/22/15	Fri 7/17/15	222	JC,SX,CD,KU									
240		0%	Review Banking and Real Estate Agreements and Status	20 days	Mon 6/22/15	Fri 7/17/15	222	JC,SX,CD,KU									
241		0%	Review Move and Punch Lists	10 days	Mon 6/22/15	Fri 7/3/15	222	JC,SX,Leads									
242		0%	Review Budget to Actuals	10 days	Mon 6/22/15	Fri 7/3/15	222	JC,SX,CD,KU									
243		0%	Inventory Equipment and Supplies	10 days	Mon 6/22/15	Fri 7/3/15	222	JC,SX,Leads									
244		0%	Develop Close Out Report Draft	10 days	Mon 7/6/15	Fri 7/17/15	243	JC,SX									
245		0%	CEO and PM Approve Close Out Report	5 days	Mon 7/20/15	Fri 7/24/15	244	JC,SX,CD,KU									
246		0%	Put together meeting packages	5 days	Mon 7/20/15	Fri 7/24/15	244	SX,KU									
247		0%	Close Out Meeting	30 days	Mon 7/27/15	Fri 9/4/15											
248		0%	Meeting Occurs	10 days	Mon 7/27/15	Fri 8/7/15	246	JC,SX,CD,KU,ARC,Board									
249		0%	Action Items Developed	10 days	Mon 8/10/15	Fri 8/21/15	248	JC,SX,CD,KU,ARC,Board									
250		0%	Action Items Completed	10 days	Mon 8/24/15	Fri 9/4/15	249	SX									
251		0%	Project Completion	15 days	Mon 9/7/15	Fri 9/25/15											
252		0%	Action Items Completion Approved	10 days	Mon 9/7/15	Fri 9/18/15	250	JC,SX,CD,KU,ARC,Board									
253		0%	Budget Reconciliation Complete	10 days	Mon 9/7/15	Fri 9/18/15	250	JC,SX,CD,KU,ARC,Board									
254		0%	Board Approves Full Completion	5 days	Mon 9/21/15	Fri 9/25/15	253	Board									
255		0%	Project Closed	0 days	Fri 9/25/15	Fri 9/25/15	254										